



UNITED STATES MARINE CORPS
COMMANDING GENERAL
BOX 788100
MARINE CORPS AIR GROUND COMBAT CENTER
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 11012.1H
46-104

JUL 24 1998

COMBAT CENTER ORDER 11012.1H w/ Ch. 1, 2

From: Commanding General
To: Distribution List

Subj: BASIC ALLOWANCE FOR HOUSING (BAH) WITHOUT DEPENDENTS

Ref: (a) MCO P11000.22
(b) CMC 250244Z Jul 96
(c) CMC Ltr LFF/BQNAS dtd 18 Jun 1996 (NOTAL)

Encl: (1) Sample Request Form
(2) Sample First Endorsement

1. Purpose. To establish policy and procedures for the authorization of basic allowance for housing (BAH) "without dependents" or "own right," which are interchangeable terms for this Order.

2. Cancellation. CCO P11012.1G.

3. Policy

a. The reference (s) assign the responsibility for managing all bachelor housing, to include authority for payment of BAH to the activity commander. Accordingly, the Commanding General, Marine Corps Air Ground Combat Center, or his designated representative (Head, Housing Division), is the sole approving authority for BAH "own right" for all bachelor personnel permanently assigned to the Combat Center.

b. Reference (a) authorizes all commissioned officers and bachelor enlisted personnel pay grades E-6 and above the option to receive BAH "own right" to reside off the Combat Center. Therefore, no specific written approval is required for these personnel to receive BAH.

c. Bachelor enlisted personnel in the pay grades E-5 and below may be authorized BAH only under certain circumstances; therefore specific written approval is required from the Commanding General before BAH "own right" may be authorized for these personnel.

4. Summary of Revision. This Order has been revised to reflect the change to Basic Allowance for Housing (BAH) from Basic Allowance For Quarters (~~BAH~~).

BAQ

5. Information

a. The Commanding General or Commanding Officers may require personnel of any rank to reside aboard the Combat Center for reason of military necessity. Military necessity is interpreted as personnel (or billets) designated as mission essential, contingency operations, training, or maintenance of a disciplined force. When an individual is ordered to reside aboard the Combat Center, allowances for quarters terminate on the date bachelor government quarters are occupied; or if the individual resides in transient billeting, allowances for quarters will not be terminated and the individual will pay the existing service charge for these quarters.

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b. Commissioned officers, warrant officers, and enlisted personnel in pay grades E-6 and above, are not authorized to be billeted in barracks or spaces designated to billet E-5s and below.

c. Every effort will be made to maintain the occupancy rate standard established by reference (a), which is 95 percent for adequate government quarters.

d. Standards of adequacy are established by references (a) and (b). For the current inventory of bachelor enlisted quarters, adequate quarters are as follows:

PERMANENT PERSONNEL AND PCS STUDENTS	MINIMUM STANDARDS OF ADEQUACY
Staff Non Commissioned Officers room/private (E-6 through E-9)	270 Net square feet/private bath or the entire 1x1 module
Sergeants room/shared (E-5)	180 net square feet/ private bath with not more than one other
Corporals (E-4)	90 net square feet per person/2 per room/shared bath with not more than three others (2x2 is the minimum)
Privates-Lance Corporals (E-1 through E-3)	90 net square feet per person/3 per shared bath with not more than three others (2x2 is the minimum)

Minimum standards should be exceeded when at all possible. The above minimum standards of adequacy do not apply to transients, students, or geographic bachelors.

e. Current Marine Corps policy places priority on providing adequate government quarters to personnel in pay grades E-1 through E-4, then providing adequate quarters to E-5s. If adequate quarters are not available for E-5s they should submit a BAH "own right" request to the Commanding General if they desire to reside off the Combat Center.

f. Bachelor personnel in the pay grades of E-5 and below may be authorized to receive BAH under the following circumstances.

- (1) Adequate government quarters are not available.
- (2) Barracks occupancy rates are 95% or higher for bonafide bachelors.
- (3) There are no geographic bachelors occupying adequate bonafide bachelor spaces. Geographic personnel should be billeted in inadequate billeting areas or spaces (Below minimum standards of adequacy).
- (4) Residency in the local community interest of the government and the health and welfare of the military member.
- (5) Individuals that have received BAH before reporting to the Combat Center who have accumulated a significant quantity of furniture and have transported that furniture to the Combat Center at government expense.
- (6) Personnel who sustained the loss of their only dependent through death, divorce or legal separation. These personnel will be authorized a 90 day exemption from assignment to on-base government quarters. If the member owns or is purchasing

the home of residency, exemption for occupying government quarters may be authorized.

(7) Personnel who divorce and have child custody, joint child custody or visitation rights with a dependent child may be authorized.

(8) Female personnel who have reached the fifth month of pregnancy and who desire to establish off-base residency prior to child birth. A certificate from a medical officer attesting to the estimated delivery date is required.

(9) For other good and sufficient reasons at the discretion of the Commanding General.

g. Commanding Officers forwarding requests for BAH must take into consideration personnel residing in assigned billeting spaces who receive a basic allowance for quarters at the "with dependent rate." It is not the intent of current directives to billet personnel receiving allowances for quarters or dependent support at the expense of bonafide bachelors.

h. Quarters in the local community must meet the Marine Corps minimum standards of adequacy. All bachelor personnel prior to making permanent residency arrangement in the local community must contact the Housing Referral Office in building ~~192~~ ¹⁰⁰³ for assistance in locating adequate housing.

i. All personnel authorized BAH will have the actual approval request by the Commanding General filed in their Service Record Book/Officer Qualification Record (SRB/OQR) during their tour. Once BAH has been approved the authorization remains in effect during the individual's tour aboard the Combat Center. Permanent Change of Assignment transfers within the Combat Center do not cancel a BAH authorization.

6. Procedure

a. Officers and Enlisted Personnel E-6 and Above are hereby authorized to receive BAH "own right" unless they are required to reside aboard the Combat Center for reason of military necessity. Such a requirement will be stipulated in writing by the Commanding General or a member's Commanding Officer. Otherwise, these personnel will obtain certification from the Bachelor Housing Officer, building 1565, verifying that they are not occupying permanent party bachelor quarters. This verification will serve as the basis for the individual's unit administrative officer to initiate BAH payment. The Bachelor Housing Office will notify the appropriate commanding officer whenever an individual is assigned permanent bachelor quarters, so that BAH payment may be terminated.

b. Enlisted Members E-5 and Below

(1) Submit an administrative action (AA) form in the general format of enclosure (1) to the Commanding General (Housing Division), via the commander in the chain of command who exercises billeting responsibility for the individual (normally the battalion commander and the Bachelor Housing manager).

(2) The justification for the request will be either a lack of adequate quarters or an allowable exception under the circumstances cited in paragraph 5f, preceding. If the allowable exception clause is cited adequate documentation must be provided with the AA form, such as listing of furniture with government transportation receipts, a current LES, divorce papers, title to home, doctor's certification of pregnancy, etc.


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(3) The unit commander's endorsement will verify the availability or lack of adequate quarters, generally in the format of enclosure (2). If the request subsequently approved, the commander will ensure the individual has vacated government quarters prior to initiating BAH payment.

(4) Member shall be cautioned that approval to reside off the Combat Center and approval to receive BAH are two entirely separate matters. Individuals should not make irrevocable financial transactions, such as signing a lease or purchasing a home, prior to approval of BAH by the Commanding General.

c. Members married to other service member, without other dependents, who are geographically separated will not normally be required to live aboard the Combat Center. Unit administrative officers are authorized to convert these individual's BAH (active duty spouse) to BAH "own right" without further written approval, after verifying that they are not occupying government quarters.

7. Applicability. This Order is applicable to all commands and organizations located aboard the Combat Center.


J. D. LENARD
Chief of Staff

DISTRIBUTION: A-1



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 11012.1H Ch 1
46-108
12 Jul 01

COMBAT CENTER ORDER 11012.1H Ch 1

From: Commanding General
To: Distribution List

Subj: BASIC ALLOWANCE FOR HOUSING (BAH) WITHOUT DEPENDENTS

1. Purpose. To direct pen change to the Combat Center Order.

2. Action

a. In paragraph 3.a., change (Head, Facilities Management Division) to (Head, Housing Division).

b. In paragraph 6.b., change (Facilities Management Division) to (Housing Division).

c. In block 7 of enclosure (1), change (Attn: Facilities Management Division) to (Attn: Housing Division).

3. Filing Instructions. This Change transmittal will be filled immediately following the signature page of the basic Order.

D. F. HALSE
Commander
Acting

Distribution: A-1



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 11012.1H Ch 2
46-108
29 Jul 02

COMBAT CENTER ORDER 11012.1H Ch 2

From: Commanding General
To: Distribution List

Subj: BASIC ALLOWANCE FOR HOUSING (BAH) WITHOUT DEPENDENTS

1. Situation. To direct a pen change to the Combat Center Order 11012.1H.
2. Action
 - a. On page 1 paragraph 4, change (BAH) at the end of sentence to read (BAQ).
 - b. On page 3 paragraph 5h, change building 192 to read building 1003.
 - c. On page 3 paragraph 6a, change the word Officer to Office.
3. Certification. Reviewed and approved this date.
4. Filing Instructions. File immediately behind the signature page of the basic Order.


J. D. NICHOLS
Chief of Staff

DISTRIBUTION: A-1

CCO P11012.1H
46-104
JUL 24 1998

SAMPLE REQUEST FORM

ADMINISTRATIVE ACTION (5216)

NAVMC 10274 (REV. 3-93) (EF)

Previous editions will be used

SN: 0000-00-003-0004 U.S. PADS OF 100

1. ACTION NO.	2. SSIC/FILE NO. 11012
3. DATE 1 Jul 98	

4. FROM (Grade, Name, SSN, MOS, or CO, Pers. O., etc.)		5. ORGANIZATION AND STATION (Complete address)	
6. VIA (As required) (1) Battalion Commander (2) Bachelor Housing Manager			
7. TO: <div style="border: 1px solid black; padding: 5px; display: inline-block;">Commanding General (Attn: Housing Division MCAGCC)</div>		8. NATURE OF ACTION/SUBJECT Request for BAH "own right"	
		9. COPY TO (As required)	
10. REFERENCE OR AUTHORITY (if applicable) (a) CCO 11012.1H		11. ENCLOSURES (if any) (Appropriate Documentation)	

12. SUPPLEMENTAL INFORMATION (Reduce to minimum wording - type name of originator and sign 3 lines below text)

1. In accordance with the reference, it is requested that I be authorized to draw BAH "own right" to reside off the Combat Center.
2. Adequate quarters for my grade are/are not (circle one) available.
3. It is requested that I be considered an allowable exception under paragraph 4e () of the reference for the following reasons:

(SAMPLE)

Signature & extension

13. PROCESSING ACTION. (Complete processing action in item 12 or on reverse. Endorse by rubber stamp where practicable.)

ENCLOSURE(1)

SAMPLE FIRST ENDORSEMENT

11012

DATE

FIRST ENDORSEMENT ON _____

From:

To: Commanding General, (*Housing Division*), Marine Corps Air Ground
Combat Center

Via: Bachelor Housing Manager

Subj: REQUEST FOR BAH (OWN RIGHT)

1. Forwarded, recommending approval/disapproval.

2. _____ is a bonafide bachelor and residence aboard the Combat
Center is not required for military necessity. Adequate quarters are/are not
available.

(If applicable)

3. The documentation upon which the allowable exception claim is based has been
verified._____
(signature)

ENCLOSURE (2)

